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STATE PROCUREMENT OFFICE
NOTICE & REQUEST FOR SOLE SOURCE

STATE PROCUREMENT OFFICE
STATE OF HAWAII

1. TO: Chief Procurement Officer
2. FROM: Department of Transportation, Airports Division
Department/Division/Agency

Pursuant to §103D-306, HRS, and Subchapter 9, Chapter 3-122, HAR, the Department requests sole source approval to purchase the following:

3. Description of goods, services, or construction:

The Department of Transportation, Airports Division (hereafter referred to as "DOTA") requests sole source approval to purchase Information Technology (hereafter referred to as "IT") consultant services to support the DOTA AIRMIS21 System Upgrade Project. The system is a complex and mission critical system that integrates the following: Oracle Financials Accounts Receivable and PropWorks application software, using an Oracle database management system and associated Oracle software tools, such as Oracle Discoverer, Forms and Reports. Data from this system is extracted daily through a file transfer interface script that sends data to FAMIS. PropWorks software is a niche commercial-off-the-shelf ("COTS") airport software package and is the major component of the AIRMIS21 system. Consultant services are to ensure the upgrades are completed properly and in a timely manner as well as to implement a new Risk Management module and update custom reports that are impacted by the upgrade.

4. Vendor Name: Commercial Data Systems

Address: 50 South Beretania Street, Suite C-208B
Honolulu, HI 96813

5. Price:

\$250,000.00

6. Term of Contract:
(mm/dd/yyyy)

From: 09/13/2010

To: 09/12/2011

7. Prior Sole Source Ref No.

0

8. Feature: The good, service, or construction has the following unique features, characteristics, or capabilities: Within the State of Hawaii, Commercial Data Systems (hereafter referred to as "CDS"), has an exclusive support agreement with AirIT, the vendor of PropWorks software. CDS was also the primary contractor for the implementation project in 2003. CDS resources were involved in the AIRMIS21 System implementation and upgrade projects. Therefore, they possess sufficient setup experience to accomplish the upgrade tasks most effectively. Reference AirIT memo, attached, for the exclusive agreement.

9. Essential features. How the unique features, characteristics, or capabilities are essential for the agency to accomplish its work: DOTA seeks CDS IT services in the event the DOTA IT are unable to resolve any system upgrade issues/problems in a timely manner as well as their services to configure and implement the Risk Management module, which the DOTA has not fully implemented in the past. The CDS IT resources are knowledgeable in both the Oracle software application tools and the PropWorks application interfaces and would provide the expertise to troubleshoot and resolve problems in a timely manner. The CDS IT resources are the same resources that participated in the initial implementation project and therefore, require less training to succeed in the upgrade effort. AIRMIS21 is considered a mission critical system because it processes property management contracts and accounts receivable for over 1000 customers.

11. Alternate source. The following other possible sources for the good, service, or construction were investigated but do not meet our needs because: An alternate source would be to contract with AirIT, however, their cost would be higher because they do not have local IT resources and therefore would charge additional travel and reimbursable expenses. The partnership that AirIT has established with CDS allows the State to be provided with local and experienced IT support.

12. Direct any inquiries to:

Department: Transportation

Contact Name/Title: Amy Saito/Information Technology Supervisor

13 Phone Number:

808-838-8678

Fax Number:

808-838-8753

Expenditure may be processed with a purchase order/pCard: ☐ Yes ☒ No If no, a contract must be executed and funds certified.

Agency shall ensure adherence to applicable administrative and statutory requirements, including HAR Chapter 3-122, Subchapter 15, Cost or Pricing Data, if required.

14 *I certify that the information provided above is to the best of my knowledge, true, correct and that the goods, services, or construction are available through only one source.*


Department Head Signature

2/11/10
Date

Reserved for CPO Use Only

15 Date Notice Posted: 2/18/2010

Submit written objections to this notice to issue a sole source contract within seven calendar days or as otherwise allowed from the above posted date to:

Chief Procurement Officer
State Procurement Office
P.O. Box 119
Honolulu, Hawaii 96810-0119

16.

This approval is based on the department's determination that the IT consultant services for the AIRMIS21 System Upgrade Project is an essential part of their mission and can only be obtained from Commercial Data Systems who is the exclusive partner for PropWorks software and professional services in the State of Hawaii.

Sole source contracts in excess of \$100,000 require cost or price data pursuant to HAR Chapter 3-122, subchapter 15.

17.

☒ APPROVED ☐ DISAPPROVED ☐ NO ACTION REQUIRED


Chief Procurement Officer

3/8/2010
Date